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Approved For Release 2000/08/27 : CIA-RDP75-00662R000200010078-7
Security Information

25X1A9a

AUG 25 1952

MEMORANDUM FOR: Assistant Director for Research and Reports

SUBJECT: ORR Dispatch and Routing

REFERENCE: [REDACTED] 25X1A6c

1. In response to your recent notification of delay in receipt of referenced dispatch I am setting forth below a chronological resume of the routing procedures involved.

- a. Dispatched in Pouch No. FW-3907, 7 July 1952
- b. Received Dispatch and Pouch Section, 11 July 1952
- c. Forwarded to Analysis and then Numbering Sections, 11 July 1952
- d. Received Typing Section, 12 July 1952
- e. Sunday, 13 July 1952
- f. Forwarded to EE Mail Room, 14 July 1952
- g. Received [REDACTED] 16 July 1952 25X1A8a 25X1A
- h. Sent to OAD/ORR through EE Mail Room by [REDACTED], 25X1A [REDACTED] 17 July 1952
- i. Sent to OAD/ORR by RI Mail Room under courier receipt No. 01913 at 11:40 a.m., 19 July 1952
- j. Sunday, 20 July 1952
- 25X1A9a k. Received by [REDACTED] of ORR at 10:00 a.m., 21 July 1952
- l. Received by Mr. Amory, ORR, 24 July 1952. 25X1A

2. It should be noted that a delay of one week occurred in [REDACTED] prior to dispatch of the document. Further, the originator did not avail himself of the indicator system which has been established for the purpose of identifying ORR material and ensuring its direct transmittal from the DD/P Registry to ORR. This error involved another week's delay since all material not bearing an indicator is automatically transmitted to the appropriate Division for action. Registry personnel are not permitted to make the substantive analysis which would have been required to obviate this type of mistake.

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3. We regret the delay in servicing of your material but nonetheless feel that the transmittal of dispatch traffic is about as efficient as we can obtain in view of the volume handled combined with security and other considerations. It would be appreciated, however, if you would notify [REDACTED] Chief of the Records Integration Staff of any further complications or failures in the pouching system.

[REDACTED]
25X1A9a

Executive Secretariat
Deputy Director (Plans)

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